

# **Long-Term Care Advisory Commission**

March 26, 2007

Capitol View Building, Conference Rooms A, B & C

1:00 pm – 4:30 pm

## **MINUTES**

**COMMISSIONERS IN ATTENDANCE:** Robert Allison, RoAnne Chaney, Christine Chesny, Andrew Farmer, William Gutos, Dohn Hoyle, William Mania, Yolanda McKinney, Marsha Moers (via phone), Jon Reardon, Hollis Turnham, Toni Wilson, Reverend Charles Williams III

**COMMISSIONERS ABSENT:** Linda Ewing, James Francis-Bohr, Sandra Kilde

### **EX OFFICIO AND OTHER MEMBERS IN**

**ATTENDANCE:** Vickie Enright, Sharon Gire, Michael Head, Don Mussen, Sarah Slocum

**HANDOUTS:** Agenda, January Minutes, Executive Committee Conference Call Notes (2), Letter to Legislature re: Budget, Rep. Simpson Response to Budget Letter, State Fiscal Agency Memorandum re: Budget, Letter of Support for CDC Grant, CDC Grant Abstract, Update on Office of LTC Supports and Services, Report on the Commission Retreat in February (2), Draft Operational Guidelines (5), Chesny comments on Responsibilities, Organizational Charts (2), State Government Resources, Detroit News Article re: Budget, Michigan League for Human Services handouts (5), CON Nomination Notice, Michigan League for Human Services Power Point Presentation re: Michigan's Fiscal Crisis, AARP Notice re: Help Preserve Michigan Medicaid, Proposed LTC Advisory Commission 2007-8 Priorities,

# Michigan Quality Home Care Campaign handout re: Budget

## **What's Happened**

**INTRODUCTIONS** - Farmer presided as Chair of the Commission and initiated introductions.

**APPROVAL OF JANUARY** - Hoyle motioned for approval, Reardon seconded. Motion passed by voice vote.

**APPROVAL OF FEBRUARY MINUTES** - Chesny motioned for approval of transcription of flip chart notes, Reardon seconded. Motion passed by voice vote.

Approval of the roles of the Commission, its officers, and the Office of Long-Term Care Supports and Services was accepted as written, with the understanding this document can be revisited, if necessary.

**APPROVAL OF AGENDA** - Farmer noted the new formatting of the agenda and explained that the one before the Commissioners represents a multi-month agenda. Mania requested an addition to the agenda so it includes a discussion of insurance for aids in assisted living facilities and in home help. Farmer agreed to add this to Section 3D of the agenda. Chaney motioned for approval of the agenda as amended, Hoyle seconded. Motion passed by voice vote.

**REPORT OF CHAIR** - Farmer reminded Commissioners of official activities that occurred after the retreat, including a letter to the Michigan Legislature urging the protection of

long term care in budget negotiations, and a letter of support for a Center for Disease Control grant on chronic care, which, if awarded, includes the Michigan Disability Rights Organization as a partner on the grant. This activity is directly tied to Task Force Recommendation #5.

Farmer initiated a discussion regarding the draft Operational Guidelines developed by the Executive Committee to guide operations of the Commission. The following guidelines were presented for review. They will be formally adopted and others developed in the coming months. The following guidelines were presented and briefly discussed:

- Commission Response to Public Comment: The Chair will be responsible for assuring public comments are responded to. The actual response may be delegated to the appropriate party. If delegated, the Commission will notify the commenter that the issue has been referred. It was suggested that the public comments cards be amended to include what demographic and LTC payment category data the commenter voluntarily chooses to supply via check-off choices, plus name and full address for follow-up, with check-off for permission to forward comment for additional responses, if desired by the Commission.
- Meeting Protocols and Management: This applies to individual meetings as well as across all meetings.
- Planning and Setting Priorities: No comments
- SPE Monitoring and Evaluation: There was agreement that each Commissioner is responsible to know and

understand the SPE initiative. The Office will provide a SPE primer to the Commission at the next meeting.

## **What's Happening Now**

**OLTCSS DIRECTOR'S REPORT:** Head provided an update of office activities.

- The analysis of the evaluation elements in Public Act 634, Single Points of Entry, has been completed and will be provided at the next meeting.
- Invitation to participate in the Systems Transformation Grant Strategic Planning process and information about the March 28 forum at the Sheraton Hotel.
- The office is working on position descriptions. Vacancies will be filled in a variety of ways: a) a transfer from within the State, b) new positions, or c) positions currently filled by grant staff hired through a contract agency. It is anticipated the office may move in June to the 1<sup>st</sup> floor of the Capitol View Building.
- The office has been notified that Michigan has been preliminarily selected to receive \$50,000 seed grant to develop and implement a LTC Insurance Partnership Program. A planning team is being pulled together and is expected to start meeting in April. Changes need to be made to the Medicaid State Plan and the Insurance Code to comply with provisions of the Deficit Reduction Act before the Partnership can be implemented.
- The next meeting of the MIChoice Renewal Stakeholder group is Friday, March 30, at the Michigan Home Health Association. Progress and discussion can be tracked at:  
<http://198.109.129.5:3455/michoice/admin/viewsignin.html?pageid=9>. Choose and enter your own user name; *MI Choice* is the password.

Farmer requested information about filling the vacant seat left by the resignation of Linda Mulligan and questioned whether it was necessary that the seat be filled by a someone from the Upper Peninsula to maintain geographic representation. Director explained that filling vacancies is a responsibility of the Governor's office and recommendations should be forwarded to that office.

**PUBLIC COMMENT:** There was no public comment.

### **COMMISSIONERS REPORTS:**

- Chaney - The Senate has passed a proposal to cut home help to Home and Community Based Services and home help. James Francis-Bohn is in the hospital, very seriously ill
- Mania - Seniors are approaching him regarding the proposed cuts to Medicare and Medicaid. He is sending them to their legislators.
- Gutos – distributed a flyer from AARP re: Preserving Michigan Medicaid. As an advocacy effort, AARP has set up a toll-free telephone hotline that routes callers to their state representative where they can register their concerns about budget decisions and other issues.
- Allison - Quality Home Care Campaign is very concerned regarding the proposed budget cuts. This will not solve the deficit and will likely lead to higher Medicaid long term care costs.
- Turnham - She encourages people to monitor newspaper editorials and respond to erroneous or misleading commentary.
- Williams – Suggested that there be a standard letter template to use for responding to letters to the editor.

## What Are We Going to Do About It

**MICHIGAN'S FISCAL CRISIS:** Jan Hudson, Michigan League for Human Services, gave a power point presentation to increase Commissioners' understanding of the fiscal crisis facing Michigan and to put the numbers into perspective. Michigan has a continuing structural deficit and cannot cut any further.

Commissioners were encouraged to educate the public on the crisis situation by explaining what it means to their constituencies in terms of service cuts. The Michigan League for Human Services has documents that can be used for such purposes at: <http://www.milhs.org/>. Commissioners were reminded to also focus on long-term affects, not just the immediate need.

Ms. Hudson shared a letter sent by the Medical Care Advisory Council letter to the Senate and suggested it could be used as a template for a similar letter from the Advisory Commission. Members agreed that the official Commission position is that the ongoing structural deficit threatens both individuals and the State Of Michigan, and the group is supportive of revenue enhancement to address the structural deficit. The Legislature should be responsible for their own actions (excessive tax cuts) and not put the onus on the Departments to solve the problem through cuts. The tax structure is not the sole determinant of whether a business locates in this State

Turnham motioned that the Commission to compose a support letter and partner with the coalition as long as the coalition shares the same values. Farmer would represent the Commission on the coalition. Hoyle seconded.

Motion passed by voice vote. The Executive Committee will create the letter.

Other related actions to be undertaken include:

- Creating a template letter to the editor for local papers
- Commission representation on the coalition
- Education at the local level (attend/convene events)
- Individual and Executive Committee will work on education materials. Can use Michigan League for Human Services information as long as credit is given to the League.

### **How, When & Where It'll Get Done**

**LOOKING AHEAD -** Future items of interest include:

- Direct Service Worker insurance
- LTC Insurance partnerships
- SPE presentation (primer)
- Advocacy
- Budget status at next meeting
- Draft guidelines - Hoyle motioned to accept the draft guidelines as written until the need to amend. Reardon seconded. Motion passed by voice vote.
- Consider changing the Commission meeting format. It was suggested to begin the meeting earlier in the morning, continue through lunch and end earlier in the afternoon.
- Workgroups

**ADJOURNMENT -** Turnham motioned for adjournment, second by McKinney. Motion passed by voice vote.

**NEXT MEETINGS:**

April 23, 2007, 1:00pm - 4:30pm, Capitol View,  
Conference Rooms A-C  
May 21, 2007, 1:00pm - 4:30pm, Capitol View,  
Conference Rooms A-C

**RECORD OF MOTIONS:**

<b>MOTION</b>	<b>FIRST</b>	<b>SECOND</b>	<b>ACTION</b>
Approval of Agenda, as amended	Chaney	Hoyle	Passed
Approval of January Minutes	Hoyle	Reardon	Passed
Approval of February Notes from Retreat	Chesny	Reardon	Passed
Motion for the Commission to compose the support letter and partner with the coalition as long as the coalition shares the same values. Farmer would represent the Commission on the coalition.	Turnham	Hoyle	Passed
Motion to accept the draft operating guidelines as written until the need to amend.	Hoyle	Reardon	Passed
Adjournment	Turnham	McKinney	Passed